

**Regional Telecommunications Council**  
1625 Highway 150 South

Calmar, IA 52132 ☐ (563) 562-3263

**Region I Telecommunications Council**

**Tuesday, June 4, 2013**

**1:00-2:30 PM**

**Via ICN (Res. # 559897)**

**\*Peosta 1 (1005), Calmar 1 (1008), Elkader/AEA (1003),  
Cedar Falls-UNI-1 (48), Des Moines/Public Health (115), Waukon HS (1)  
Cresco HS (1816)**

**I. Welcome and Introductions**

The regular meeting of the Regional Telecommunications Council was held via the ICN.  
Members in attendance and the constituency they represent were:

Adam Forsyth	Independent Colleges/Universities
Bob McCabe	Iowa Association of School Boards
John Noel	Community College Trustees
Chris Ostwinkle	RTC Chairperson
Mike Savage	State Board of Regents
Rhonda Sheeley	Area Education Agency Board
Lisa Snitker	Iowa State Education Association
Duane Willhite	School Administrators of Iowa
Mari Eitel	Recording Secretary

Members Absent:

Holly Barnes	Iowa Department of Education
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Guests

Joe Tjaden	Iowa Communications Network
Lesley Buse	NICC Distance Learning Coordinator

Chris Ostwinkle welcomed members and introduced the newest member, Harold Jensen, Network Administrator at Howard Winneshiek CSD representing Iowa Public Television. Mr. Jensen replaced Karen Randall and is the final member to complete the nine person Region I Telecommunications Council. Chris also introduced Lesley Buse as the newest member of the NICC Distance Learning department and Region I back-up/alternate ICN scheduler.

**II. Updates**

- A. Approval of November 6, 2012, Minutes – MOTION BY BOB MCCABE, SECOND BY MIKE SAVAGE TO APPROVE THE NOVEMBER 6, 2012 MINUTES. MOTION CARRIED.

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**Area I RTC**

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*Holly Barnes*  
IA Dept. of Education  
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*Adam Forsyth*  
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(563) 387-1402

*Harold Jensen*  
IA Public Television  
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*Robert McCabe*  
IA Assoc. of School Boards  
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*John Noel*  
Community College Trustee  
(563) 562-3263, ext. 202

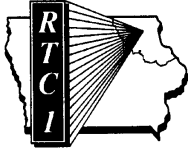
*Christopher Ostwinkle*  
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*Michael Savage*  
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*Duane Willhite*  
School Administrators of Iowa  
(563) 422-3851, ext. 5



- B. Financial Report – The FY13 Financial Report was not available for viewing, but Chris reminded members that all funds (\$70,370) were distributed as previously approved by the Region I RTC Council ~ 60% is to Keystone AEA I toward the salary of Karen Randall, and the other 40% to NICC, to support the salaries of Bob Kurdelmeyer (20%) and Mari Eitel (20%).

MOTION BY RHONDA SHEELEY, SECOND BY LISA SNITKER TO APPROVE THE FY13 REPORT. MOTION CARRIED.

- III. Membership Vacancies – Chris announced that with the addition of Harold Jensen to the Region I Council, all seats are currently filled for the first time in many years.

- V. Future Deadlines – Chris Ostwinkle reported that the FY13 Annual Follow-up Report and the FY14 Plan/Budget deadlines will soon be approaching.

- A. RTC ANNUAL FOLLOW-UP REPORT SUBMISSION DEADLINE: JULY 30, 2013—  
Chris reviewed with members that NICC has currently upgraded 7 of their 8 ICN rooms located on the campuses and centers from MPEG to the new H.323 format. The remaining room at the NICC Peosta Campus will be upgraded before the Fall 2013 semester begins. At that time it will also be converted from a ‘receive only’ site to a room capable to originate sessions as well.

Some of the technical advantages associated with the upgrade include the addition of hanging microphones, eagle-eye cameras, and video conferencing capabilities. It has also resulted in lowering the costs of video sessions as NICC now pays one flat rate monthly rate per room versus hourly rates per number of sites. Other rooms in Region I which have been upgraded include Elkader Keystone AEA and Decorah High School.

Disadvantages include problems within the state’s software program when an upgraded H.323 room connects with an older MPEG room, which can result in some connectivity issues for both audio and video. We hope to see this issue addressed as more rooms upgrade state-wide.

Lisa indicated that the Allamakee CSD might be interested in moving ahead with upgrading their ICN room as well, but needed more information regarding the process and associated costs. Joe Tjaden responded that the high school would be responsible for the expense to upgrade the equipment, and the FOT (Fiber Optic Terminal) equipment room is ICN’s financial responsibility. Joe Tjaden suggested there may be STEM grant funding available for K-12 equipment upgrades and encouraged research for this and other possible grant opportunities.

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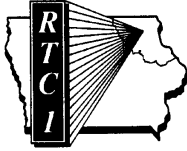
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B. FY14 RTC PLAN/BUDGET SUBMISSION DEADLINE: SEPTEMBER 1, 2013 – Chris reported the Region I appropriation for FY2014 is \$72,682.71, or \$2,303.71 more than FY13. The increase is directly related to a new formula that was based on daily documentation of regional ICN usage and work orders (Internet, data and video) from community colleges, Area Education Agencies and K-12 schools. In FY14, monthly reporting will be suspended in lieu of less-detailed semi-annual reports.

In addition, Chris communicated to Region I members that he would like to propose a change in the percentage of funding allocations for FY14, asking if members would consider 50% allocated toward “Planning and Troubleshooting for Local Area Networks” (Karen Randall), and 25% each for “Technical Assistance for Network Classrooms” (Bob Kurdelmeyer) and “Scheduling of Video Sites” (Mari Eitel).

Rhonda stated that the relationship between NICC and Keystone AEA has been respected as being good partners and felt inclined to support the proposal. She also indicated that Iowa K-12 schools are moving towards adopting the Smarter Balanced Assessment initiative which will greatly increase bandwidth needs.

MOTION BY JOHN NOEL, SECOND BY DUANE WILLHITE TO APPROVE THE PROPOSED DISTRIBUTION OF FUNDING FOR FY14 (BOB KURDELMAYER, \$18,170.86; KAREN RANDALL, \$36,341.35 AND MARI EITEL, \$18,170.68). MOTION CARRIED UNANIMOUSLY (8/8).

#### VI. Discussion

A. Joe Tjaden – Joe reported that the broadband demand in Region I continues to increase at a tremendous rate (basically doubling just within the K-12s). He indicated that this is the only network in the country running at this magnitude.

John Noel questioned the recent RFP for the sale or lease of the ICN and if was it a real possibility. Although anything could happen, Joe explained there were several steps to be completed yet before that could happen and suggested it is never too late to communicate with your legislators regarding their concerns surrounding the possible sale or lease.

Joe also reported that there is currently no deadline to have all rooms (state-wide) converted from the older MPEG format to H.323 (IP video format).

#### VII. Adjournment – Meeting adjourned at 2:00 p.m.

Next Meeting: TBD (Mid-November)

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